

Bolsover District Council**Safety Committee**5th February 2018**Accident Statistics Report****Report of the Health and Safety Manager**

This report is public

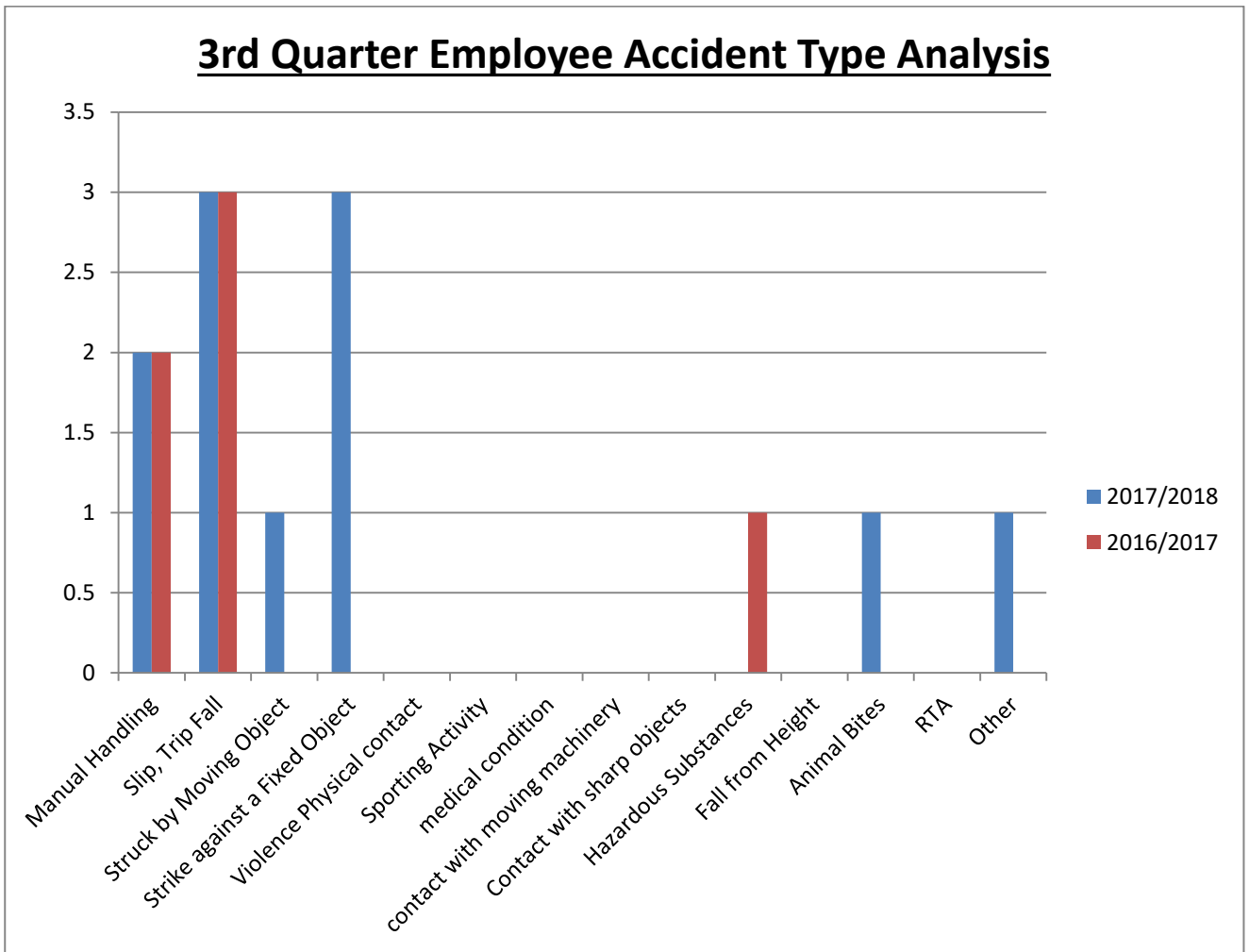
Purpose of the Report

- To provide an update on the authorities accident performance over the last quarter.
- To allow comparison of current accident performance against historical data to demonstrate whether effective continual improvement is being achieved.
- To review key accident indicators so that potential accident trends can be identified and intervention strategies can be developed and delivered.

1 ACCIDENT ANALYSIS DATA & GRAPHS**1.1.1 Accident Type**

CATEGORIES	Manual Handling	Slip, Trip Fall	Struck by Moving Object	Strike against a Fixed Object	Violence Physical contact	Sporting Activity	medical condition	contact with moving machinery	Contact with sharp objects	Hazardous Substances	Fall from Height	Animal Bite	RTA	Other	TOTAL
2017/2018	2	3	1	3	0	0	0	0	0	0	0	1	0	1	11
2016/2017	2	3	0	0	0	0	0	0	0	1	0	0	0	0	6

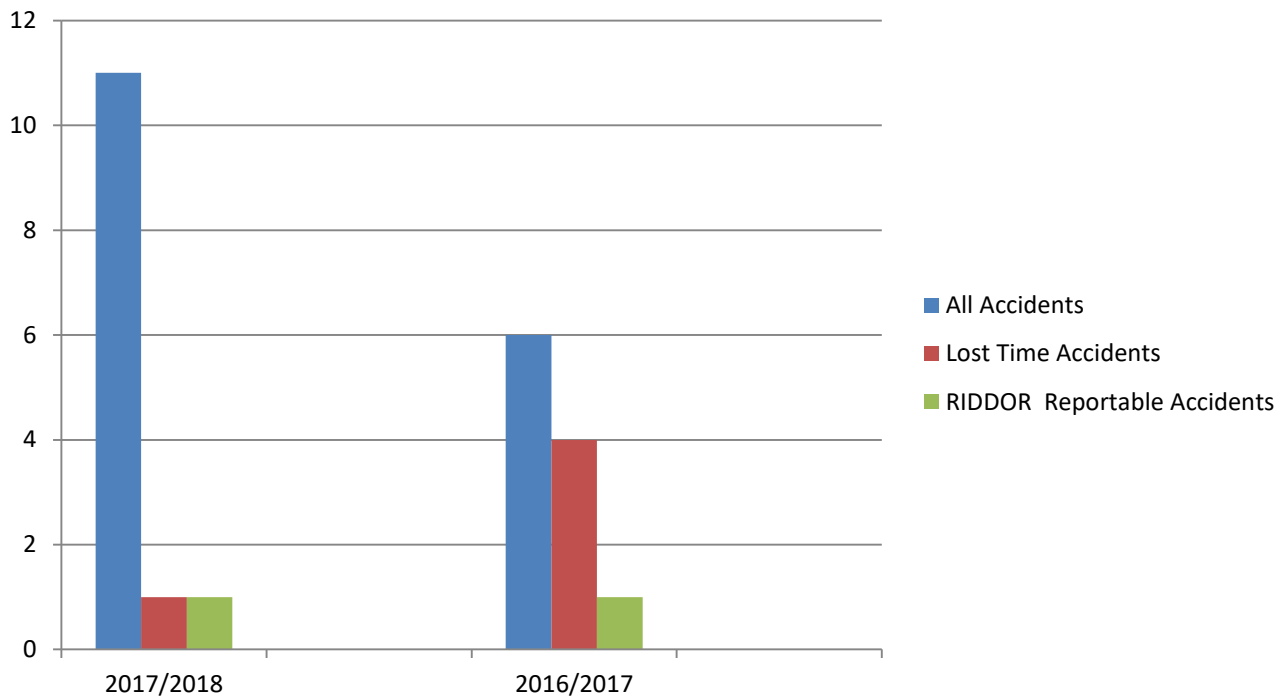
3rd Quarter Employee Accident Type Analysis



1.1.2 Accident Category Totals

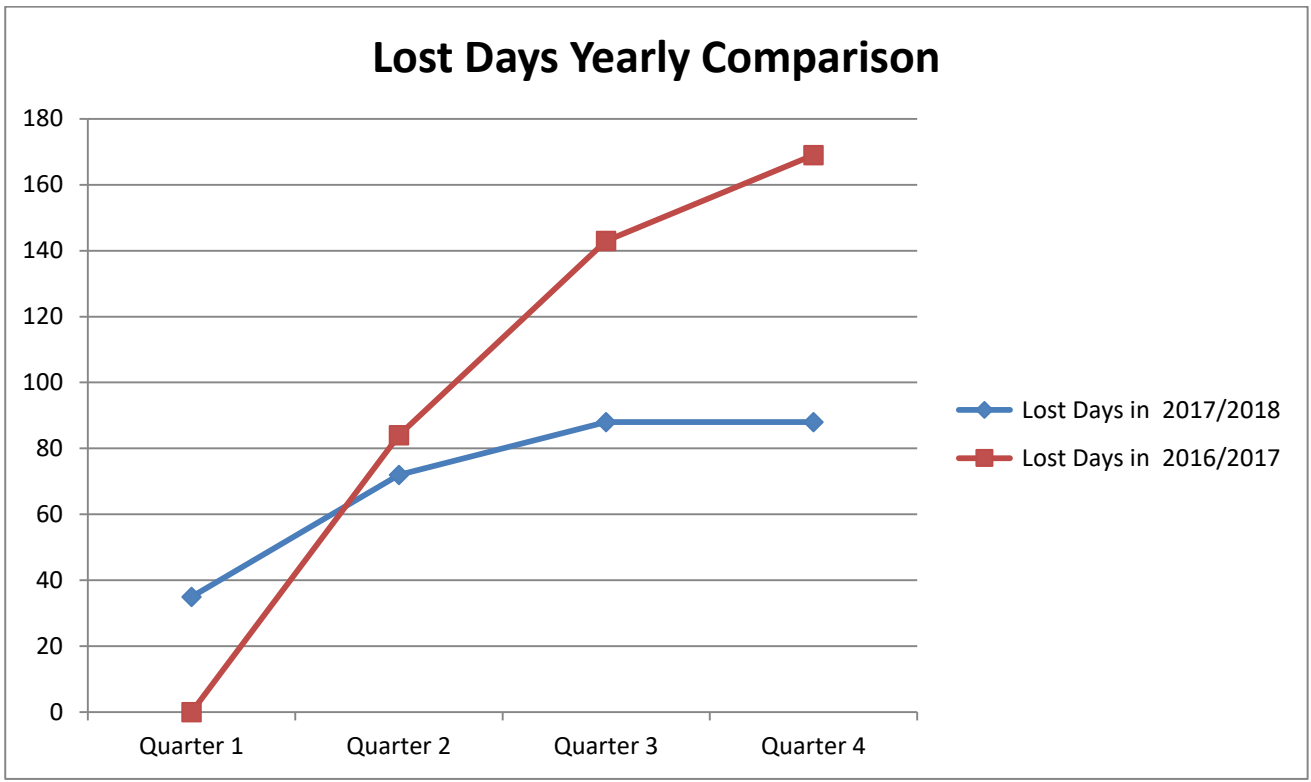
MONTH	Employee Accident Numbers 2017/2018			Employee Accident Numbers 2016/2017		
	All Accidents	Non RIDDOR Lost Time Accidents	RIDDOR Accidents	All Accidents	Non RIDDOR Lost Time Accidents	RIDDOR Accidents
April	2	0	1	4	0	0
May	1	0	0	2	0	0
June	1	0	0	3	0	0
July	5	1	1	6	3	2
August	4	0	1	4	2	0
September	3	1	0	3	1	0
October	2	0	0	2	1	0
November	6	1	1	2	1	0
December	3	1	0	2	2	1
January				7	0	1
February				3	2	0
March				1	0	0
1 st Quarter	4	1	1	9	0	0
2 nd Quarter	12	2	2	13	6	2
3 rd Quarter	11	2	1	6	3	1
4 th Quarter				11	2	1
TOTALS	27	5	4	39	11	4

3rd Quarter Accident Category Analysis



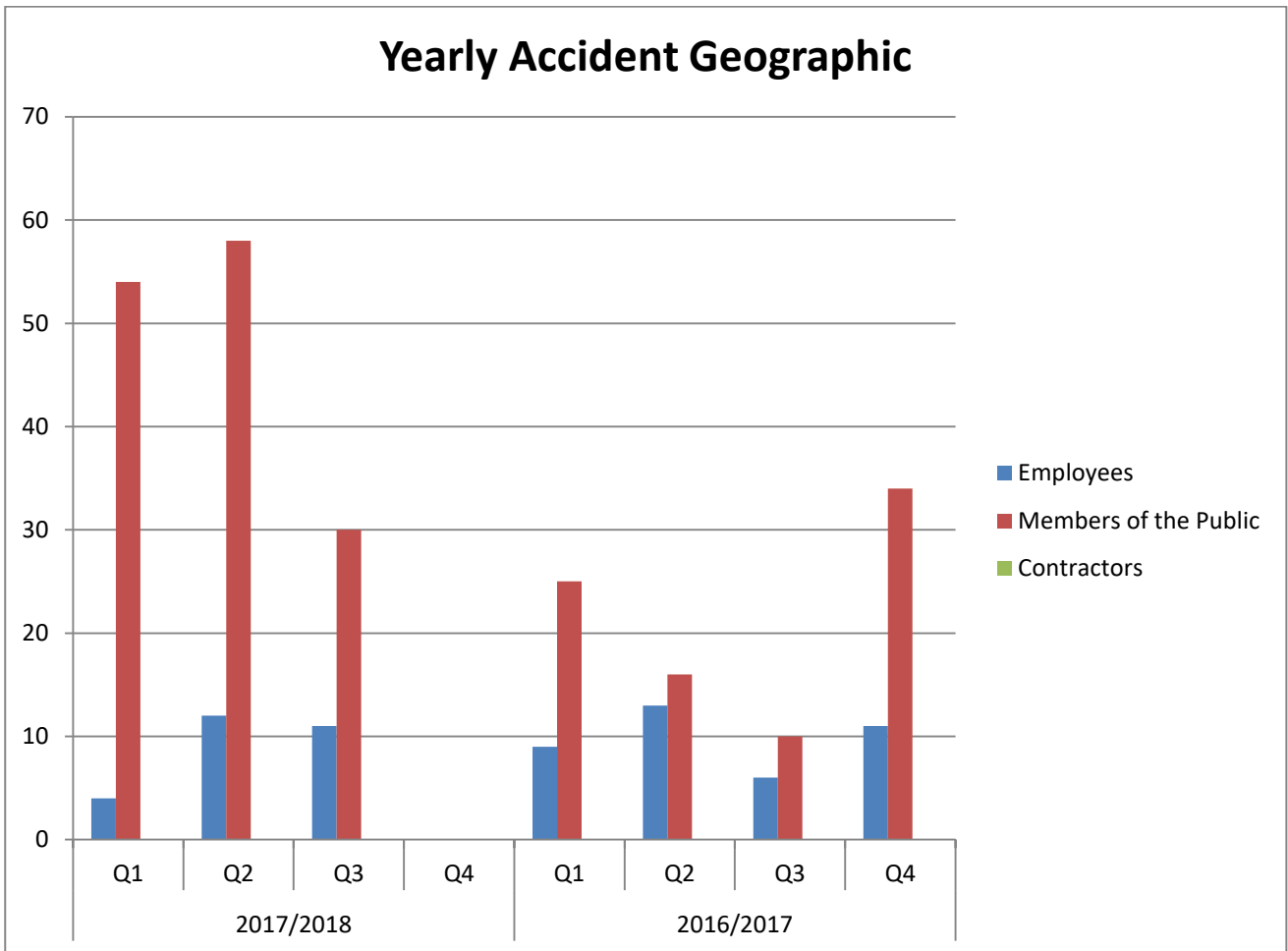
1.1.3 Accident Lost Days

	Lost Days for 3 rd Quarter 2017/2018	Total Lost Days 2017/2018	Lost Days for 3 rd Quarter 2016/2017	Total Lost Days to End of 3 rd Quarter 2016/2017
Customer Service and Improvement	0	0	0	0
Leisure	0	0	0	0
Human Resources and Payroll	0	0	0	0
Economic Growth	0	0	0	2
Planning and Environmental Health	0	0	0	0
Governance and Monitoring	0	0	0	0
Finance/Revenues and Benefits	0	0	0	0
Property & Estates	0	0	0	0
Street Scene	15	67	5	22
Housing	1	21	54	119
IT	0	0	0	0
TOTAL	15	88	59	143



1.1.4 Accident Geographic

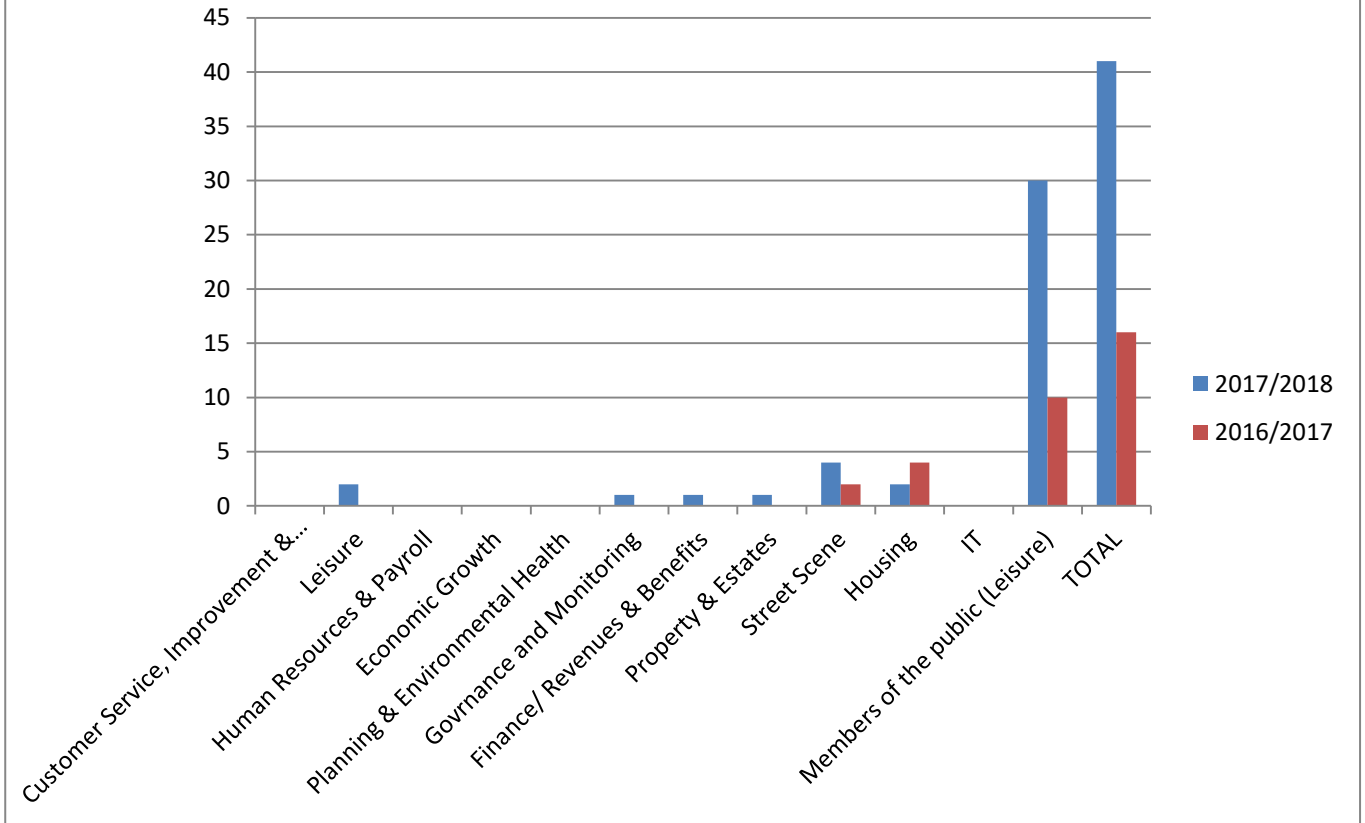
MONTH	2017/2018			2016/2017		
	Employees	Members of the Public	Contractor	Employees	Members of the Public	Contractor
April	2	16	0	4	5	0
May	1	24	0	2	6	0
June	1	14	0	3	14	0
July	5	18	0	6	8	0
August	4	24	0	4	7	0
September	3	16	0	3	1	0
October	2	14	0	2	6	0
November	6	14	0	2	2	0
December	3	2	0	2	2	0
January				7	0	0
February				3	14	0
March				1	20	0
1 st Quarter	4	54	0	9	25	0
2 nd Quarter	12	58	0	13	16	0
3 rd Quarter	11	30	0	6	10	0
4 th Quarter				11	34	0
TOTALS	27	142	0	39	85	0



1.1.4 Operational Area Accidents

	3 rd Quarter Accidents Totals 2017/2018	Yearly Accidents Totals 2017/2018	3 rd Quarter Accidents Totals 2016/2017	Yearly Accidents Totals to end of 3 rd Quarter 2016/2017
Customer Service & Improvement		1		2
Leisure	2	3		
Human Resources & Payroll				1
Economic Growth				1
Planning & Environmental Health				
Governance and Monitoring	1	2		
Finance/ Revenues & Benefits	1	1		
Property & Estates	1	1		
Street Scene	4	9	2	14
Housing	2	10	4	10
IT				
Members of the Public (Leisure)	30	142	10	51
TOTAL	41	169	16	79

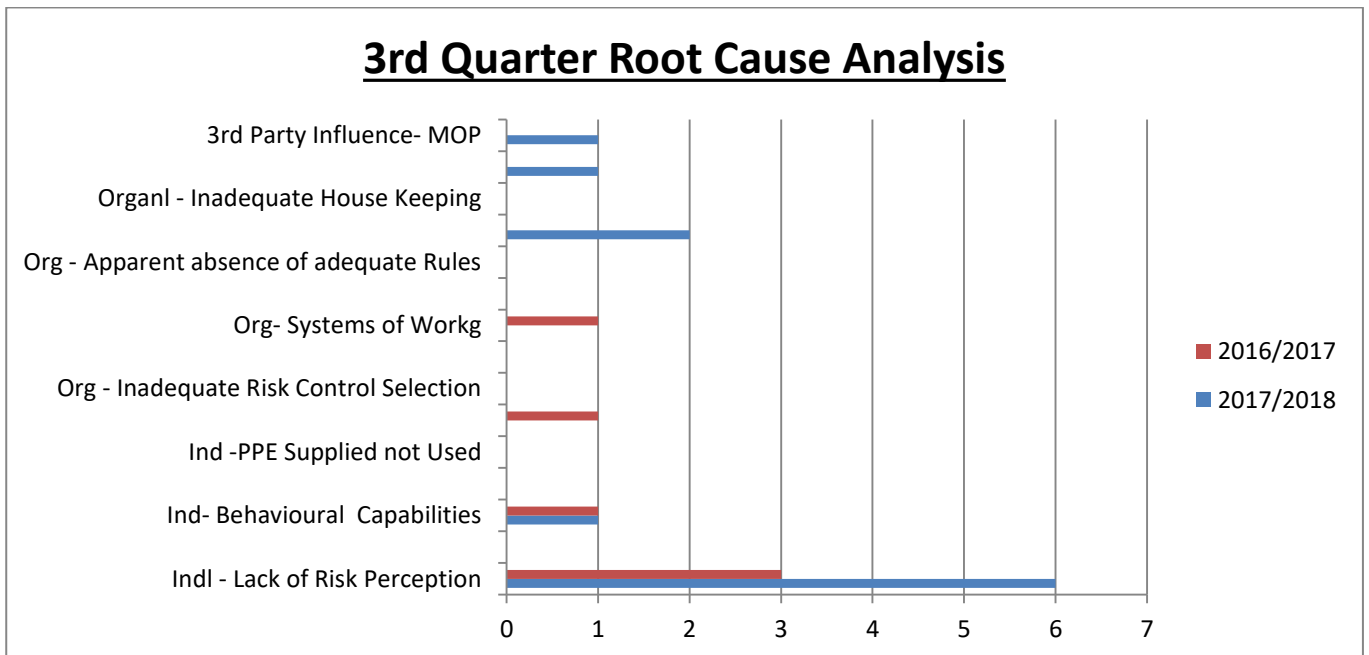
3rd Quarter Operational Area Accident Analysis



1.1.5 Incident Root Cause

4th QUARTER EMPLOYEE ROOT CAUSE CATEGORIES	3 rd Quarter 2017/2018	Yearly Total to end of 3 rd Quarter 2017/2018	3 rd Quarter 2016/2017	Yearly Total to end of 3 rd Quarter 2016/2017
Ind. - Lack of Risk Perception	6	15	3	15
Ind. - Physical Capability		1		1
Ind.- Behavioural Capabilities	1	3	1	3
Ind. Poor Housekeeping Standards				
Ind. -PPE Supplied not Used				
Ind.- Breach of Rules or Instructions		1	1	2
Org - Inadequate Risk Control Selection				
Org - Inadequate Operational Methods		1		2
Org - Systems of Work			1	1
Org - Inadequate Training				
Org - Absence of adequate Rules				
Org - Inadequate Maintenance Systems	2	2		2
Org - Inadequate House Keeping		1		

Equipment/ Tools Defective	1	1		
3rd Party Influence- member of the public	1	1		2
TOTAL	11	27	6	28



1.1.6 Key Issues Identified.

- The main causes of employee accidents in the quarter were:
 - Slip Trips and falls (27.25%)
 - Struck Against Fixed Object (27.25%)
 - Manual Handling (18.2%)
 - Struck by Moving Objects (9.1%)
 - Animal Bite (9.1%)
 - Other Non-Classified Accidents (9.1%)

- The number of employee accidents recorded in the quarter has risen by 83.3% over the same period last year, however the number on lost time non- RIDDOR Incidents has fallen by 50%. RIDDOR reportable incidents have remained the same at 1.

- The number of days lost recorded in the quarter has significantly decreased over those recorded for the previous year. In 2016/2017 59 days were recorded whereas in 2017/2018 it was 16 days.

- The overall number of accidents occurring within the authority in the 3rd Quarter has significantly increased by a figure of 150%. This rise is mostly due to the fact that the number of 'member of the public' recorded accidents has risen from 10 to 30 though it should be noted however that Leisure usage figures has increased by approximately 1,200% so in real terms accidents as a proportion of visits has fallen.

- Street Scene (36.4%). Leisure (18.1%) and Housing (18.1%) are the operational areas with the highest number of employee accidents occurring in the quarter other area recording incidents were Property and Estates, Governance and Finance/ Revenues & Benefits.

- The main route cause of employee accidents were Lack of Risk Perception (54.5%) and Inadequate Maintenance systems (18.1%) other factors included individual behaviours and 3rd party actions.

1.2 KEY PERFORMANCE INDICATORS

Accident Incident Rate (AIR)

$$\begin{aligned} \text{AIR} &= \frac{\text{Number of Reportable Accidents over last 12 months} \times 100,000}{\text{Average Number of Permanent Employees for Period}} \\ &= \frac{5 \times 100,000}{475} \\ &= 1052 \text{ (As at 31st December 2017)} \end{aligned}$$

This figure has fallen from a figure of 1070 recorded at the end of the 2nd Quarter.

Accident Frequency Rate (AFR)

$$\text{AFR} = \frac{\text{Number of Reportable Accidents} \times 100,000}{\text{Total Number of Person Hours Worked}}$$

Total Number of Hours Worked = Weekly Hours X Number of Weeks (50 is taken as base a base figure) X Average Number of Permanent Employees.

$$\begin{aligned} &= \frac{5 \times 100,000}{37 \times 50 \times 475} \\ &= \frac{500,000}{878750} \\ &= 0.57 \text{ (As at 31st December 2017)} \end{aligned}$$

This figure has fallen from a figure of .58 recorded at the end of the 2nd Quarter.

Hours since Last Reportable Accident

Person Hours Worked per Day X Number of Full Time Equivalent Employees X Number of days since Last Reportable Accident

$$\begin{aligned} &\underline{\text{Date of Last Reportable Accident}} - 7^{\text{th}} \text{ November 2017} \\ &= (5.29 \times 461) \times 54 \\ &= 131,689 \text{ Hours (As at 31st December 2017)} \end{aligned}$$

1.2 EMPLOYEE ACCIDENT RECORDS

Date of Incident	Incident Details	Type of Incident	Incident Severity	Lost Time Days (Actual)	Reportable
29/12/2017	Whilst walking to vehicles responding to call out IP slipped banging her head and cutting her finger.	Slips, Trips, Falls on Same Level	Lost Time – Upto 7 days	1.00	No
06/12/2017	IP was undertaking litter picking duties when he slipped on paving stones due to wet and icy conditions.	Slips, Trips, Falls on Same Level	Minor Injury - No Lost Days	0.00	No
01/12/2017	Whilst opening the window, the blind and blind housing covering it fell and hit IP on the head	Struck by Moving Object	Minor Injury - No Lost Days	0.00	No
28/11/2017	Whilst lifting timber into skip IP cut inside of hand.	Manual Handling	Minor Injury - No Lost Days	0.00	No
23/11/2017	Whilst cleaning sink IP cut three fingers on an exposure screw.	Struck Against Fixed Object	Minor Injury - No Lost Days	0.00	No
22/11/2017	Whilst visiting property tenants dog entered room and jumped at IP face, when IP put hand out to protect herself dog bit her hand.	Animal bite	Minor Injury - No Lost Days	0.00	No
18/11/2017	Whilst removing tray from oven whilst wearing oven gloves tray burn tray gloves causing burn wound to IP	Other	Minor Injury - No Lost Days	0.00	No
07/11/2017	Whilst manoeuvring a branch in a tree after removing it using a chainsaw the branch swung back hitting the IP in his arm causing a fracture to his elbow.	Manual Handling	Lost Time over 7 Days	15.00	Yes
01/11/2017	Whilst cutting a brach from ground level branch fell hitting IP on neck and head.	Striking Against a Moving Object	Minor Injury - No Lost Days	0.00	No
31/10/2017	Whilst dismantling arson damaged play equipment IP caught finger on sharp piece of plastic.	Struck Against Fixed Object	Minor Injury - No Lost Days	0.00	No
04/10/2017	Whilst Manouvering a freezer IPO Pull left side of back.	Manual Handling	Minor Injury - No Lost Days	0.00	No

2 Conclusions and Reasons for Recommendation

All Items – It is recommended that the committee consider and note the information provided.

3 Consultation and Equality Impact

The report will be formally reviewed at the health and safety pre-meeting. Any issues highlighted by this process will then be referred to the Equalities and Diversities' Officer for guidance and resolution.

4 Alternative Options and Reasons for Rejection

Not applicable for this report.

5 Implications

5.1 Finance and Risk Implications

It is not envisaged that there is any significant financial implications connected with this report as the report seeks to provide the Safety Committee with accident performance data to enable it to effectively monitor the authorities overall health and Safety performance and any financial outlays would have already been addressed as part of the accident investigation process.

5.2 Legal Implications including Data Protection

The report should not have any legal implications on the authority other than ensuring that sufficient information has been supplied to ensure it can manage its health and safety provision and meet all requirements of the Management of Health and Safety Regulations 1999.

5.3 Human Resources Implications

There are no initial human resources implications connected with this report however Should accident investigation findings show the individual or individuals have failed to work appropriately in-line with agreed procedures then it may be necessary to evoke the authority's disciplinary procedures as a means of dealing with this.

6 Recommendations

It is recommended that the committee consider and note the information provided.

7 Decision Information

<p>Is the decision a Key Decision? A Key Decision is an executive decision which has a significant impact on two or more District wards or which results in income or expenditure to the Council above the following thresholds:</p> <p><i>BDC:</i> <i>Revenue - £75,000</i> <input type="checkbox"/> <i>Capital - £150,000</i> <input type="checkbox"/></p> <p><i>NEDDC:</i> <i>Revenue - £100,000</i> <input type="checkbox"/> <i>Capital - £250,000</i> <input type="checkbox"/></p> <p><input checked="" type="checkbox"/> <i>Please indicate which threshold applies</i></p>	No
<p>Is the decision subject to Call-In? (Only Key Decisions are subject to Call-In)</p>	

8 **Document Information**

Appendix No	Title
	Not applicable for this report
Background Papers (These are unpublished works which have been relied on to a material extent when preparing the report. They must be listed in the section below. If the report is going to Cabinet (NEDDC) or Executive (BDC) you must provide copies of the background papers)	
Not applicable for this report	
Report Author	Contact Number
Health and Safety Manager	242403

Report Reference –